



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS UNITED STATES ARMY MANUEVER CENTER OF EXCELLENCE**  
**HENRY CARO NONCOMMISSIONED OFFICER ACADEMY**  
**FORT BENNING, GEORGIA 31905-5000**

REPLY TO  
ATTENTION OF

ATZB-NCW

07 May 2015

MEMORANDUM FOR Incoming Basic Leader Course Students

SUBJECT: Welcome Letter

1. On behalf of the Commandant and cadre of the Maneuver Center of Excellence and Fort Benning Henry Caro Noncommissioned Officer Academy, it is my pleasure to welcome you to the Basic Leader Course.
2. This is a leadership development school designed for personnel whose performance has indicated their potential for advancement and increased responsibility. Your selection to attend this course is tangible evidence of your professional ability and the confidence placed in you by your leaders.
3. This Academy will be rigorous and challenging. Our responsibility is to provide you the tools and training needed to successfully accomplish each and every task. Your positive attitude, motivation, confidence, and commitment will guarantee graduation.
4. The student guide is designed to assist you with understanding the operational and administrative principles of our school. By studying this carefully, you will avoid any unnecessary mistakes. The standards of the Henry Caro NCO Academy are high. As a result, we expect all graduates to return to their parent unit willing to assume and carry out their basic responsibilities as noncommissioned officers.
5. I extend my congratulations on being selected to attend the Basic Leader Course and hope your stay is professionally rewarding.
6. Point of Contact for this memorandum is the undersigned at (706)545-5050.

MICHAEL J. McQUALITY  
1SG, USA  
BLC Branch Chief